



## SPECIALIZED BIKE APPLICATION

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### Mission Statement

Variety - The Children's Charity's Specialized Bike Program provides bikes for therapeutic benefit and to enable children to participate in their communities. Variety helps children with special needs that reside in Iowa, who are 21 years of age or younger, by providing specially-equipped bicycles and tricycles when this equipment cannot be obtained from any other source.

### Instructions

The submission of an application must include the following for consideration by Variety: letters of verification from the professionals you have identified who are familiar with your child's needs and who will specify the appropriate equipment for your child (addressing all items as requested in the application); copies of determinations from relevant insurance programs; a recent photo of the child and signed release forms. Variety's Executive Committee reviews this information on a monthly basis. Please mail application with supporting documents to:

**Variety of Iowa -- 505 Fifth Avenue; Suite 310 – Des Moines, Iowa 50309**

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Date of Application: \_\_\_\_\_ Received by Variety: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Child's Age and Birth Date: \_\_\_\_\_

Who has legal custody of this child? (Name and relationship): \_\_\_\_\_

Address (home or agency where child resides): \_\_\_\_\_  
\_\_\_\_\_

Primary Email Address of Parent/Guardian: \_\_\_\_\_

Primary Phone Number: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

Secondary Phone Number: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

Own Home (please check one):  Yes  No

Is Child diagnosed with mental retardation/developmental delays?  Yes  No

Medical Diagnosis/Nature of Disability: \_\_\_\_\_

Specialized Bicycle/Tricycle Cost: \_\_\_\_\_

Name of Person Completing Application: \_\_\_\_\_

Relation to Child: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

Please list the names of two health care professionals who have worked with the child, and can verify the need for a specialized bicycle or tricycle. We will not contact these individuals without your authorization.

NAME OF PROFESSIONAL & AGENCY	PHONE	OCCUPATION
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please sign here if you consent to Variety contacting the above named individuals to discuss your child's equipment needs: \_\_\_\_\_

Please provide a brief description of the child's situation and of the benefit a specialized bicycle or tricycle will provide. Please indicate the family's ability and willingness to participate financially in the purchase. (Attach additional sheets where necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Father's occupation and place of employment: \_\_\_\_\_

Mother's occupation and place of employment: \_\_\_\_\_

Household yearly income: \_\_\_\_\_

Please indicate the number of dependents in the child's family: \_\_\_\_\_

Has the family ever received assistance from Variety in the past? \_\_\_\_\_

If so, when and in what form? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please provide any additional information that might clarify your child's need for a specialized bicycle or tricycle and the family's inability to obtain these items. (Attach additional sheets where necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**POTENTIAL FUNDING SOURCES**

Please fill out the following funding resource checklist completely. This checklist documents your efforts to secure funding for the needed equipment through other sources such as insurance, Office of Vocational Rehabilitation, etc. Please indicate whether you have sought funding from the following sources, and the outcome of your efforts.

**Have Applied**

**Have Not Applied**

**OFFICE OF VOCATIONAL REHABILITATION** — usually ages 18 and up; if younger, family should first request equipment from school system. Will fund post-secondary education, and purchase ramps, lifts, wheelchairs, prostheses and assistive devices. Vocational goal needed, but some “independent living funds” available. Will not fund orthopedic shoes unless attached to braces. (If you have applied, please describe outcome. If you have received a written denial, please attach a copy.)

**MEDICAID/TITLE 19** – consumer must get Rx from doctor and then submit form (30 - 40 day delay). If denied, appeal using MA-97. Authorizations may be held for 180 days. MA will fund manual wheelchairs. (If you have applied, please describe outcome. If you have received a written denial, please attach a copy.)

**MEDICARE** – no delay, but some things such as grab-bars and bath benches are not covered. (If you have applied, please describe outcome. If you have received a written denial, please attach a copy.)

**HEALTH INSURANCE** – check specific policy coverage. (If you have applied, please describe outcome. If you have received a written denial, please attach a copy.)

**SCHOOL DISTRICT** – the child’s school district may provide certain equipment. (If you have applied, please describe outcome. If you have received a written denial, please attach a copy.)

**OTHER** – please identify source and result

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## RELEASE OF LIABILITY

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In consideration of the receipt of a specialized bicycle/tricycle awarded by Variety - The Children's Charity, \_\_\_\_\_, (the Recipient thereof), him/herself or through his/her parent or legal guardian, hereby releases and forever discharges **Variety - The Children's Charity of Iowa, Variety -The Children's Charity International, and Variety - The Children's Charity of the United States, their members, employees and officers (hereafter collectively referred to as "Variety")** from and against any and all claims, of any type, which arise from or are related to:

- 1) any alleged malfunction of or defect in the enabling equipment;
- 2) any allegation that the bicycle/tricycle was not appropriate or suitable for the Recipient;
- 3) any other matter, of any type, related, in any way, to the Recipient's receipt or use of the bicycle/tricycle

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Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

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Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

*(Signature is required of all legal guardians.)*

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**I (We) stipulate that the information included in this application is true to the best of my (our) knowledge. Further, I (we) understand that the presence of inaccurate information in this application could result in the need for the re-evaluation of this application on the part of Variety - The Children's Charity of Iowa.**

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Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

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Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

*(Signature is required of all legal guardians.)*



# DISCLAIMER

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The mission of Variety is to provide specialized bicycles and tricycles for special needs children who reside in Iowa and who are 21 years of age and younger. The equipment we provide carries no warranty from Variety and its use, even in the event of malfunction resulting in injury, gives rise to no liability on the part of Variety. Variety is merely a funding source. Variety is in no way responsible for reclaiming, disposing of, maintaining or repairing equipment. It is the sole responsibility of the Recipient's legal guardian(s) to maintain, repair and/or dispose of the equipment. Any other costs that may be associated with the equipment such as installation, delivery, labor, disposal, etc. that are not explicitly stated on the application are the sole responsibility of the Recipient's legal guardian(s). All installations of ramps, lifts, stair glides, electrical supplies, etc. must be in compliance with applicable building codes. Variety is in no way responsible for ensuring compliance with any codes.

Before disbursement of any funds to purchase equipment, the legal guardian(s) of the Recipient must have this form signed, witnessed by a non-family member, and returned to Variety.

I \_\_\_\_\_  
*(Legal Guardian's Name)* *(Legal Guardian's Signature)*

am the Legal Guardian of \_\_\_\_\_  
*(Recipient's Name printed)*

I have read and fully understand and agree to the above Disclaimer.

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I \_\_\_\_\_  
*(Legal Guardian's Name)* *(Legal Guardian's Signature)*

am the Legal Guardian of \_\_\_\_\_  
*(Recipient's Name printed)*

I have read and fully understand and agree to the above Disclaimer.

This document has been witnessed by

\_\_\_\_\_ on this date \_\_\_\_\_  
*(Name)* *(Date Signed)*



## AUTHORIZATION TO USE NAME AND LIKENESS

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The Recipient and his/her parents or legal guardian hereby acknowledge and agree that acceptance of the specialized bicycle/tricycle from Variety may result in publicity. The Recipient and his/her parents or legal guardian hereby irrevocably authorize Variety: (a) to publicize and use the Recipient's likeness, voice and features, with or without his/her name, for any publication, promotion, trade or business use, or any other purpose; (b) to photograph, videotape, film and record each Recipient in any manner Variety chooses; (c) to copyright, convey or otherwise distribute, now or in the future, any such material involving the Recipient, his/her parents or legal guardian and that said material may be distributed to anyone, for any purpose, including the general public, magazines, newspapers, television, radio stations; (d) to publicize, now or in the future, the name of the Recipient including information regarding his/her physical condition and details regarding the enabling equipment received from Variety.

The Recipient and his/her parents or legal guardian agrees that it is not necessary for Variety or anyone else to contact them prior to releasing any information authorized by this document. The Recipient and his/her parents or legal guardian hereby releases Variety from and against any and all claims, of any type, which arise from or are related to Variety's use, distribution or disclosure of any photographs, films, videotapes, electronic recording or other information regarding the Recipient and the award from Variety.

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Parent/Legal Guardian	Date
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Parent/Legal Guardian	Date
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*(Please note that your signature is not required on this form for the application to be considered by Variety - The Children's Charity. **However, we do require photos of your child with their awarded equipment.** Please note that we will only publish photos of children authorized by families signing this release form. Other photos will be kept confidential. However, these photos enhance our fundraising efforts to secure additional funding from corporate sponsors, individuals, and community foundations to help children with disabilities and to continue our programs. Thank you.)*



## SPECIALIZED BIKE PROGRAM APPLICATION CHECKLIST

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Please include the following items with your application and mail as one packet to the Variety office. Only completed applications will be reviewed by Variety's Executive Committee. If you have any questions or would like assistance from Variety in identifying specialized bike vendors, please call our office at 515/243-4660. Thank you for your interest in Variety's Specialized Bike Program.

**TO COMPLETE YOUR APPLICATION, THE FOLLOWING INFORMATION IS NEEDED.**  
**PLEASE SEND AS ONE PACKET:**

- o Completed and signed Application
- o Letter(s) of verification from professionals you identified (therapist, doctor, social worker) who are most familiar with your child's needs. This letter should specify your child's needs for the specialized bicycle/tricycle requested
- o A prescription from the child's doctor
- o Copies of determinations from relevant insurance programs
- o Copy of latest signed federal income tax return, pages 1 & 2
- o Clear, detailed description of equipment to meet child's needs
- o Two specialized bike bids from suppliers (*Variety can assist you in choosing a vendor*)
- o Signature on Release of Liability form
- o Signature on Affirmation of Truth Statement
- o Signature on Disclaimer
- o Authorization to Use Name & Likeness (signature optional)
- o Completed and signed Form W9
- o Recent photo of the child
- o Signatures of all legal guardians
- o ***If funding is approved, we do require photographs of child with equipment*** (preferably within a month of project completion). Please use 35mm film or you can submit via email to [sheri@varietyiowa.com](mailto:sheri@varietyiowa.com).

**Please return to:**  
**Variety – the Children's Charity of Iowa**  
**ATTENTION: SPECIALIZED BIKE PROGRAM**  
**505 Fifth Avenue, Suite 310**  
**Des Moines, Iowa 50309**